

ADMINISTRATION TEAM MINUTES

Date: January 16, 2004
Time: 9:00 am
Place: Tacoma AGC Building

<u>Attending</u>	Cathy Arnold	✓	Paul Gonseth	✓	Tina Nelson	✓
	Dave Banke	_____	Mike Hall	_____	Cathy Nicholas	✓
	Jerry Brais	✓	Ann Hegstrom	✓	Mark Rohde	_____
	Forrest Dill	_____	Ron Howard	✓	Mark Scoccolo	_____
	Doug Ficco	✓	Carl Jonasson	_____	Greg Waugh	✓
	Bob Glenn	_____	Dave Jones	_____	Tom Zamzow	✓

Opening

The minutes of the November 14th meeting were approved.

Ron introduced Dave Jones as the new member replacing Jeff Carpenter. He also announced that Bob Glenn, from Aberdeen Lakeside, will be joining the team shortly.

Ron announced the Excellence Award winners, including Terry Matson/HEH Const for Tunnel Lining south of Chelan, John Chi/Concrete Barrier for the Lynnwood 44th Street Bridge repair, Dave Lindberg/Wilder for the Barclay Bridge Replacement and Troy Cowan/Robison for the Deschutes Parkway Earthquake Repair.

There were too few applications this year. Some of the reasons given were: No outstanding jobs, Too much difficulty filling out the application and new reporting duties that interfere, and No help from the Contractor Superintendent. We will simplify the process next year and do more outreach by team members to encourage participation.

Roundtable

Tom Zamzow says that Wilder is busy closing out the 2003 jobs. They have some private work in Bellingham and the Ferndale Bridge. Tom noted that the A+B mechanism on the Bellingham

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Roundtable (cont)

pavement rehab project worked well for both the State and the Contractor. In Everett, the firm has been bidding, picking up a WSDOT paver and a job in Bellevue. They also have some environmental work underway. Tom indicated that private work seems to be picking up.

Doug Ficco notes that both of the SW Region nickel jobs have been shut down due to the severe winter weather the past two weeks. Both should resume next week. The Lewis-Clark bridge in Longview has been shut down and has seen panel replacement resume recently. Initiative 776 has killed two pavers in the Region. Work coming up includes two big paving jobs. Design work is heavy this year, and the Region is hiring.

Cathy Arnold says that the Northwest Region is looking to fill Engineer 4 (Asst Project Engineers) positions. The biggest news there is still the I-5/317th Street job in Federal Way. This will be a large Sound Transit project. Much of the work at the Region office these days has to do with reporting.

Paul Gonseth reports that the bridge work in the Tri-Cities is moving slowly due to winter weather. The Region expects to finish two nickel projects this coming season.

Ann Hegstrom gave an update on Kiewit's work. She is involved with closeout at Issaquah/Sunset. The company is working on the Sound Transit maintenance facility near the old Rainier Brewery. Hood Canal is still shut down, pending Native American artifact resolution. Work on the Narrows continues. Regionally, the company has work on the Arizona Cardinals new football stadium, the Anchorage airport and is negotiating a contract with the Seattle Monorail people.

Tina Nelson thinks that the D Street job could go on the street in April. For flexibility in fund availability, the project is being bid using alternates instead of the previously-utilized deductible portions. Other work of significance is a Sewer Trunk Line that will be bored under I-5 and a pump station.

Jerry Brais told the tale of the Elliot Bridge off the Maple Valley Highway. There have been appeals of some of the permit actions. In the meantime, the existing 1913 steel truss has deteriorated and is being held together with bandages, hoping that it will last until the new bridge can be opened. King County has a few small jobs and is working to develop a 6-year plan.

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Roundtable (cont)

Greg Waugh says that Kuney will have two jobs for excellence awards next year. They plan to submit on the South Renton Interchange and on the Lewis & Clark Bridge. Greg's bridge job in Portland is getting close to being done. The LaGrande, Oregon job resumes shortly, now that some more of the design part of the Design-Build contract has been completed. Kuney is looking to submit on a large Design-Build in the Burns, Oregon area.

Cathy Nicholas reports that the TEA-21 extension will expire at the end of February. She expects more talk soon on the reauthorization of the highway bill. She has done research on other states' provisions for NCHRP 350 and on schedule specs.

Dave Jones advises that, after only a month in his new job, he has actually found his desk and knows who his subordinates are. He will be concentrating on three subjects in the near future: Prompt Pay Task Force, Staging Area Access to the Interstate, and Documentation.

Ron Howard announced that the Construction Office is once again fully staffed with the addition of Kurt Williams in the Roadway section. Ron will publish a list of all of the assistants and the Field Offices to which they have been assigned. Ron advises that he has seen an increase in the number of significant disputes and that two or three might become claims. This is disappointing, as we have not had a claim in three or four years.

Old Business—Temporary Traffic Control

Ron distributed draft surveys for the Contractors and Project Engineers involved in the trial jobs last year. The following additional survey areas were requested by team members:

- Comments on the Contractors' willingness/reluctance to make changes and the usefulness of the MUTCD in resolving any conflicts.
- Comments from Contractors about difficulty in getting sub quotes when risk was to be assigned to the sub. Also, an opinion of whether this spec has tended to limit participation by DBE's.
- Question to PE's asking for comparisons of the level of disputes and issues against similar jobs in previous years with the old specs. Also, seek comments on comparison of traffic flow and operations between the two types of specs.

Ron will revise the draft surveys and issue them to the project participants. They will not be passed to the team again before the distribution.

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Old Business—Prompt Pay

Ron asked for input in determining who will participate in the Task Force to investigate this subject. The results of this input are the following team members:

Dave Jones (Chair)

Ann Hegstrom

Lynn Rust

either Greg Waugh or Scott Bernhard

Joe Spink

an Office Engineer from NW Region

a Project Engineer

Old Business—Schedules

The team went to work on Section 1-08.3. The first subject had to do with specified software and the team agreed to not do so. It was also agreed that the effort would have to include at least some General Special Provisions for special cases. As to the Standard Specification itself, the following concepts were discussed, but not voted for consensus. The first four paragraphs were thoroughly discussed and some concepts were agreed enough to attempt a text for further discussion. The team did not get to the last three paragraphs and no new text will be prepared until after further discussion.

The first paragraph deals with a preliminary schedule. The re-write will recognize that some jobs don't need this and that the timing must be adjusted for different magnitude work. Where a preliminary schedule is needed, we might be better off with a requirement for type of information from the Contractor instead of an actual schedule.

The second paragraph is the schedule submittal itself. The reliance on "developed by a critical path method" should be replaced with a definition of what the schedule should consist of. There are too many variations within CPM to use it as a defining spec. The definition should include requirements to show all activities in sufficient detail and small enough size to clearly define the work. All activities should be assigned a reasonable duration in working days and a logical inter-relationship of activities must be shown, including all predecessor and successor activities

The third paragraph is the early completion language. This part will be changed to eliminate the CYA disclaimer for State resources. In exchange, the provision will call for a change in the time for completion when a proposed accelerated schedule is approved.

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Old Business—Schedules (cont)

The fourth paragraph is the supplemental schedule spec. The re-write will define this more clearly—is it a supplement or is it a replacement—or could it be either? The new language will not address the 2-week look-ahead schedule, but a new GSP will do so to insure consistency when this feature is desired. The supplemental schedule spec will define what to do with unresolved issues and disputes when a supplemental is prepared.

Ron will prepare a rough draft utilizing these ideas for discussion at the next meeting.

New Business—NCHRP 350 and Roll-Up Signs

The team has received a request from the Roadway Team to investigate the provisions related to Type 2 traffic control devices (Signs and Stands). There was little enthusiasm for this concept. Because new member Bob Glenn is a supporter of this idea on the Roadway Team, it was agreed to hold off on a decision until Bob can be present and make a case for our looking into this subject.

New Business—Revisit AGC/WSDOT Equipment Rental Agreement?

The 2000 agreement includes reference to use of Primedia for rental rates and promises updates to the Primedia CD on a quarterly basis. The company has notified WSDOT that it will be changing to a semi-annual basis for updates. The team agreed to modify the agreement to reflect this change except that the language will be generic, referencing Primedia's distribution schedule rather than a defined calendar date. Ron will develop agreement language for team review. It was emphasized and agreed that this would be the only change in the agreement at this time and that we will not use this as an opportunity to question any of the remainder of the language.

Future Meetings

February 13th, 2004 @ Tacoma AGC (9:00 am in the Boardroom)

March 12th, 2004 @ Tacoma AGC (9:00 am)

April 16th, 2004 @ Tacoma AGC (9:00 am)

May 14th, 2004 @ Tacoma AGC (9:00 am in the Boardroom)

June 11th, 2004 @ Tacoma AGC (9:00 am)

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Assignment List

<u>Who</u>	<u>What</u>	<u>By When</u>
Ron	List of Construction Office Assistants and Assignments	Feb 13 th
Ron	Update Traffic Surveys and Distribute	Feb 13 th
Ron	Rough Draft of Revised Section 1-08.3	Feb 13 th
Ron	Revise Equipment Rental Rate Agreement	Feb 13 th

Team's "Round Tuit" List

1. Traffic Control Provisions
2. Insurance
3. Progress Schedules
 - Short-term Scheduling
 - Section 1-08.8, p5.c—Extensions for Quantity Overruns?
4. Disputes Review Boards
5. Tort Claims Liability/Accident Reports
6. Bid Item for On-site Overhead
7. Joint Training—Documentation
8. Payroll, Wage Administration procedures
9. Materials on Hand provisions
10. Web-Based Construction Management